



REPLACEMENT

COUNCIL AGENDA: 06/28/05

ITEM: 2,196)

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Scott P. Johnson

SUBJECT: SEE BELOW

DATE: June 27, 2005

Approved

Kay Winer

Date

6/27/05

**SUBJECT: REPORT ON OPEN PURCHASE ORDERS FOR SUPPLIES,
MATERIALS, EQUIPMENT AND SERVICES FOR FY 2005-2006 #2**

REASON FOR REPLACEMENT

Replacement memorandum is necessary to correct open purchase order number.

RECOMMENDATION

Approval of award of open purchase orders for supplies, materials, equipment and services for FY 2005-2006 #2 and authorization for the Director of Finance to execute the purchase orders.

BACKGROUND

This standard memorandum is provided as a cover sheet to an attached list of requests received by the Purchasing Division for open purchase orders. This list indicates the most current requests submitted by various City departments for the establishment of open purchase orders or an increase in the amount of an existing open purchase order for supplies, materials, equipment and services for Fiscal Year 2005-2006. Open purchase orders are used when the amount or nature of the items or services cannot be predicted before they are needed, or when it is necessary that the place from which the items or services are purchased is strategically located.

Pursuant to Sections 4.12.135, 4.12.146 and 4.13.040 of the Municipal Code, competitive quotes or proposals are obtained whenever practicable on all items or services with a payment amount exceeding Five Thousand Dollars (\$5,000). Unless otherwise noted, most advantageous price quotations were used to establish all open purchase orders on the attached list. Formal bidding is not required to establish open purchase orders regardless of the total dollar amount; however, Purchasing does bid some items when feasible. Formal bids are noted on the attachment when applicable.

June 27, 2005

Subject: Open Purchase Orders Report #2

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The attachment may also include open purchase orders for contracts subject to the Living Wage Policy adopted by the Council on November 17, 1998. The policy pertains to contracts exceeding \$20,000 and for designated service categories. The Policy also requires a review of the employee work environment (Third Tier Review). The attachment will indicate each purchase that is subject to the Living Wage and any additional information used by staff in making the recommendation.

ANALYSIS

All open purchase orders, which are expected to have an accumulative total of purchases exceeding \$100,000 during the fiscal year, are presented for Council approval. A list of the new or increased open purchase orders is attached. The attached list includes brief explanatory comments on the items and services.

COORDINATION

Each purchase order request on the attached list has been coordinated with the City Attorney's Office, City Manager's Budget Office and the requesting City department. This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.

PUBLIC OUTREACH

All purchase order requests, which require solicitation of quotations or bids, are advertised on the City's Internet site.

CEQA

See attachment for CEQA determinations



SCOTT P. JOHNSON
Director, Finance Department

ITEMS/SERVICES DEPARTMENT	RECOMMENDED VENDOR/ LOCATION	REQUESTED AWARD	PRIOR BALANCE	SOURCE OF FUNDING AND BUDGET PAGE
Electrical parts and supplies for the Department of Environmental Services/WPCP	Electrical Distributors San Jose, CA	\$130,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006. This open purchase order is for the purchase of electrical parts and supplies as required by ESD/WPCP electrical staff. Exercising the fourth of five one-year options. Office of Equality Assurance: Prevailing and Living Wages do not apply. CEQA: Not a project. Cost Implication: General Principles #2, “We must focus on protecting our vital core city services.” Desired Outcome: Ensure sufficient source of electrical supplies in support of the sewage treatment plant’s generation and distribution systems.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				
Electrical parts and supplies for the Department of Environmental Services/WPCP	Buckles Smith Electric Company San Jose, CA	\$130,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006. This open purchase order provides for the purchase of electrical parts and supplies as required by ESD/WPCP electrical staff. Exercising the fourth of five one-year options. . Office of Equality Assurance: Prevailing and Living Wages do not apply. CEQA: Not a project. Cost Implication: General Principles #2, “We must focus on protecting our vital core city services.” Desired Outcome: Ensure sufficient source of electrical supplies in support of the sewage treatment plant’s generation and distribution systems.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				

ITEMS/SERVICES DEPARTMENT	RECOMMENDED VENDOR/ LOCATION	REQUESTED AWARD	PRIOR BALANCE	SOURCE OF FUNDING AND BUDGET PAGE
Diesel engine parts for the Department of Environmental Services/WPCP	Cooper Compression Garden Grove, CA	\$160,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006. This open purchase order provides for the purchase of original equipment manufactured (OEM) parts, inspection and technical assistance for Cooper Bessemer and Enterprise Engines as required at ESD/WPCP. Office of Equality Assurance: Prevailing and Living Wages do not apply. CEQA: Not a Project. Cost Implication: General Principles #2, “We must focus on protecting our vital core city services.” Desired Outcome: Ensure sufficient source of parts and professional services in support of the treatment plant’s reciprocating engines that provide power to the sewage treatment facility’s multiple processes.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				
Liquid Chlorine for the Department of Environmental Services/WPCP	Pioneer Americas, LLC Dallas, TX	\$630,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period June 26, 2005 through June 25, 2006 to purchase bulk liquid chlorine to treat plant final effluent and to disinfect recycled water at the Water Pollution Control Plant. Exercising first of two one-year options to renew. Office of Equality Assurance: Prevailing and Living Wages do not apply. CEQA: Exempt, File # PP03-04-111. Cost implication: General Principles #2: “We must focus on protecting our vital core city services.” Desired outcome: continued use of the liquid chlorine ensures the Plant maintains its standards for treating effluent and recycled water.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				

ITEMS/SERVICES DEPARTMENT	RECOMMENDED VENDOR/ LOCATION	REQUESTED AWARD	PRIOR BALANCE	SOURCE OF FUNDING AND BUDGET PAGE
On-site maintenance, repair, calibration of process control instruments and related equipment for Water Pollution Control Plant	Telstar Instruments Inc. Concord, CA	\$150,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006 for the maintenance, repair and calibration of process control instruments and related equipment at the Water Pollution Control Plant. Considerable outreach was done to identify sources that could provide related services to meet our requirements. Telstar Instruments provided the only quote. Office of Equality Assurance: # 7427 prevailing wage applies. CEQA: not a project. Cost implication: General Principles #2: “We must focus on protecting our vital core city services.” Desired outcome: maintain Plant instrumentation to ensure accurate and timely analysis of treatment processes.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				
Test and repair electrical and mechanical equipment for Water Pollution Control Plant	Koffler Electrical, Inc. San Leandro, CA	\$160,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006. This open purchase order includes services and related parts to test and repair motors, generators, pumps, gearboxes and other mechanical equipment at the Water Pollution Control Plant. Exercising fourth and final option to renew. Office of Equality Assurance: Prevailing and Living Wages do not apply. CEQA: not a project. Cost implication: General Principles #2: “We must focus on protecting our vital core city services.” Desired outcome: ensures reliable operation of Plant electrical and mechanical equipment.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				

ITEMS/SERVICES DEPARTMENT	RECOMMENDED VENDOR/ LOCATION	REQUESTED AWARD	PRIOR BALANCE	SOURCE OF FUNDING AND BUDGET PAGE
Sulfur Dioxide for Water Pollution Control Plant	Cominco American, Inc. Spokane, WA	\$250,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006. The City will exercise one of one option to renew. This open purchase order includes purchase of sulfur dioxide as primary chlorination and de-chlorination chemicals to treat plant effluent and to disinfect recycled water. Office of Equality Assurance: Prevailing and Living Wages do not apply. CEQA: Exempt, File# PP 03-04-111. Cost implication: General Principles #2: “We must focus on protecting our vital core city services.” Desired outcome: maintain standards for effluent and recycled water treatment.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				
Liquid Sodium Hypochlorite for Water Pollution Control Plant	Pioneer Americas, LLC Walnut Creek, CA	\$150,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006. The City will exercise one of one option to renew. This open purchase order includes purchase of liquid sodium hypochlorite as backup chlorination and de-chlorination chemicals to treat plant effluent and to disinfect recycled water. Office of Equality Assurance: Prevailing and Living Wages does not apply. CEQA: Exempt, File# PP03-04-111. Cost implication: General Principles #2: “We must focus on protecting our vital core city services.” Desired outcome: ensure appropriate processing of plant effluent and recycled water.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				

ITEMS/SERVICES DEPARTMENT	RECOMMENDED VENDOR/ LOCATION	REQUESTED AWARD	PRIOR BALANCE	SOURCE OF FUNDING AND BUDGET PAGE
Hardware Repair and Maintenance Services for Distributed Control System (DCS) and Variable Control Systems (VCS) for the WPCP	ABB Automation, Inc. Wicklisse, OH	\$230,000.00		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006 for hardware repair and maintenance services for the Distributed Control System (DCS) and Variable Frequency Drives. Not practicable to quote as ABB is the original equipment manufacturer and the only one capable of providing required repair and support for services of various DCS parts and components. Office of Equality Assurance: Prevailing and Living Wages does not apply. CEQA: Not a project. Cost Implication: General Principles #2, “We must focus on protecting our vital core city services.” Desired Outcome: Undisturbed treatment of waste water through the Water Treatment Plant.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				
On site Hauling for the Department of Environmental Services/WPCP	Andrade Trucking Inc. San Jose, CA	\$100,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open service order for the term July 1, 2005 through June 30, 2006 to provide services for hauling on site materials excluding bio-solids and the purchase and hauling of clean fill, drain rock and gravel. Andrade Trucking to provide tractor/ trailers including transfer, end dumps and semi-bottom dumps. Exercising the third of four one-year options. Office of Equality Assurance: Prevailing Wages apply. CEQA: Exempt PP 03-04-102. Cost Implication: General Principles #2, “We must focus on protecting our vital core city services.” Desired Outcome: This hauling agreement for the transportation of materials continues the rehabilitation of the lagoons at the sewage treatment facility.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				

ITEMS/SERVICES DEPARTMENT	RECOMMENDED VENDOR/ LOCATION	REQUESTED AWARD	PRIOR BALANCE	SOURCE OF FUNDING AND BUDGET PAGE
Miscellaneous Sandblasting and Painting for the Water Pollution Control Plant	George M. Stein, Inc. San Jose, CA	\$200,000		SJ-SC Treatment Plant Operating Fund – 513 2005-2006 Proposed Operating Budget, Page VII-165
<p>Establish an open purchase order for the period July 1, 2005 through June 30, 2006 to provide all labor, equipment and material necessary for miscellaneous sandblasting and painting projects at the WPCP. Exercising the first of two one-year options to renew. Office of Equality Assurance: Prevailing and Living Wages do not apply. CEQA: Not a project. Cost Implication: General Principles #2, “We must focus on protecting our vital core city services.” Desired outcome: Provide required maintenance of water tanks.</p> <p>This recommendation will be presented to the Treatment Plant Advisory Committee (TPAC) on June 9, 2005.</p>				